

Prepositions and expressions + -ing

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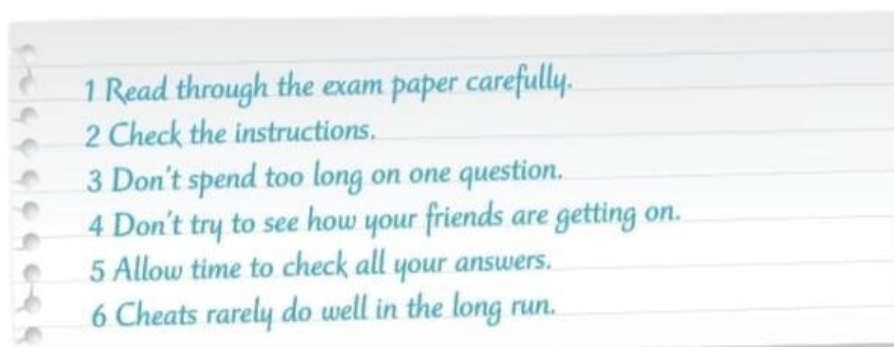
Match the beginning of each sentence with the most suitable ending.

How to study efficiently

- | | | |
|---|---|------------|
| 1 Begin by | a making plans you can't possibly keep. | 1 <u>b</u> |
| 2 Be realistic: there's no point in | b making a list of what you have to do. | 2 _____ |
| 3 Find a quiet place where you can work without | c studying. | 3 _____ |
| 4 If possible, use this place only for | d marking each topic on your list as you complete it. | 4 _____ |
| 5 Check you have everything you need before | e jumping up to fetch things every five minutes. | 5 _____ |
| 6 This means you won't waste time | f being interrupted. | 6 _____ |
| 7 Encourage yourself by | g starting work. | 7 _____ |

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Use the notes to complete the advice below. Use **-ing** and a preposition if necessary.



How to take exams

- 1 Begin by reading through the exam paper carefully
- 2 Make sure you know exactly what to do _____
- 3 There's no point _____
- 4 Don't waste time _____
- 5 Avoid careless mistakes _____
- 6 It's rarely worth _____